



DEPARTMENT OF THE TREASURY  
FINANCIAL CRIMES ENFORCEMENT NETWORK

## VACANCY ANNOUNCEMENT

**VACANCY ANNOUNCEMENTNUMBER :** FINCN/02-039KRH

**OPENING DATE :** 12/06/02

**CLOSING DATE :** 12/27/02

**POSITION :** Intelligence Research Specialist (ICG)

**SERIES AND GRADE :** GS-132-9 (FPL GS-13)

**NUMBER OF VACANCIES :** One

**SALARY RANGE :** \$38,406.00 - \$49,924.00 per annum

**ORGANIZATION :** Department of the Treasury  
Financial Crimes Enforcement Network (FinCEN)  
International Coordination Group (ICG)

**DUTY STATION :** Vienna, Virginia

**APPLICATIONS WILL BE ACCEPTED FROM :** Present and former Federal employees with competitive status within the Washington DC commuting area.

**SUMMARY OF DUTIES:** This position serves as Intelligence Research Specialist, International Coordination Group, Financial Crimes Enforcement Network (FinCEN). FinCEN supports and strengthens domestic and international anti-money laundering efforts through information collection, analysis and sharing technological assistance, and innovative implementation of Treasury authorities. The incumbent collects intelligence data to support specific short and long range planning, programs and other activities within FinCEN. Develops the framework and assists in drafting new regulations, policy guidance, advisories and administrative rulings for compliance and enforcement of the Bank Secrecy Act (BSA) and anti-money laundering measures. Monitors the development of international money laundering activities in foreign countries, such as: anti-money laundering initiatives that include foreign legislation and regulatory developments. Develops intelligence collection plans that support specific programs and activities including the most difficult and complex assignments within their area of responsibility. Monitors the flow of information between FinCEN and the financial sector to ensure a strong partnership in formulating policy on domestic and international anti-money laundering efforts. Provides written and oral interpretive guidance and expertise in the development of BSA and anti-money laundering programs for the banking and non-banking communities, Federal, state and local government and regulatory agencies.

**SUMMARY OF QUALIFICATION REQUIREMENTS:** Applicants must have one year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

**TIME-IN-GRADE REQUIREMENT:** Applicants must have 52 weeks of Federal service equivalent to the next lower grade level. Applicants must meet time-in-grade and qualification requirements within 60 days from the closing date of this announcement.

**SELECTIVE FACTOR:** In addition to satisfying basic qualification requirements, applicants **must possess** the following selective factor: The ability to read, write, speak and translate Spanish fluently. (Please address your fluency level in writing on bond paper.)

**APPLICANTS WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:**

- 1. Ability to conduct and document complex database research and analysis.** (Applicants must address the nature of their experience and the types of subjects on which they conducted database research and analysis.)
- 2. Ability to develop written products concerning research and analysis activities, such as reports and summary materials, using narrative and statistical displays.** (Applicants must describe their role in developing written products and the audiences to whom the products were sent.)
- 3. Skills in oral communication** (Applicants must address their experience in presenting information orally in discussing and explaining complex, technical subject matter materials, particularly as relates to research and analysis.)

**Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.**

**CONDITIONS OF EMPLOYMENT AND OTHER REQUIREMENTS OF THIS VACANCY:**

**Background Investigation:** This position is a sensitive position and the tentative selectee must undergo and successfully complete a background investigation as a condition of placement/retention in the position.

**Drug Screening:** The position which may be filled under this announcement has been identified as a Testing Designated Position under the U.S. Customs Service, Drug-Free Workplace Program. Satisfactory completion of the drug test is a condition of placement and/or employment in the position and incumbents of this position are, thereafter, subject to Random Drug Screening.

**Travel:** Occasional International travel is required to include the ability to accept international assignments on short notice.

**Other Information:**

Eligible CTAP/ICTAP employees within the commuting area who submit documentary evidence of eligibility (RIF notice or certificate of expected separation or other agency certification) and are found well qualified will receive selection priority as provided by regulations. In order to be determined well qualified, candidates must receive an excellent or good score when rated against each primary criterion.

Eligible displaced employees of the former Panama Canal Zone who submit documentary evidence of eligibility (a RIF separation notice) and are found well qualified will receive special selection priority to positions throughout the continental United States.

Eligible displaced employees of the District of Columbia Department of Corrections who submit documentary evidence of eligibility (a RIF separation notice) and are found qualified will receive selection priority to positions throughout the continental United States.

All candidates **MUST** be a citizen of the United States and present proof of citizenship, if selected.

Male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System or are exempt from having to do so under Selective Service law, if selected.

**All Financial Crimes Enforcement Network employees are required to participate in Direct Deposit/Electronic Funds Transfer for salary payments.**

**No Relocation Expenses will be paid.**

**Financial Crimes Enforcement Network (FinCEN) employees MUST include the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and submit a copy of their current performance appraisal.**

**All other applicants MUST submit a copy of their most recent performance appraisal, the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and provide a copy of their most recent SF-50, Notification of Personnel Action.**

To obtain a copy of the OF 612 "Optional Application for Federal Employment", log on [www.usajobs.opm.gov/OF612.htm](http://www.usajobs.opm.gov/OF612.htm).

**SUBMIT APPLICATION MATERIALS TO:**

Application materials **MUST** be mailed to:

**Financial Crimes Enforcement Network  
Human Resources  
Vacancy Announcement: FINCN/02-039KRH  
P.O. Box 39  
Vienna, VA 22183-0039**

**For additional copies of this Vacancy Announcement, please call: 1-800-944-7725.**

**For additional information, please call Penny Jackson: (703) 905-3540. TDD (703) 905-3839.**

**NOTES:** All application materials **MUST** be sent to the mailing address shown. All materials and the envelope **MUST** include the vacancy announcement number. There may be delays in the receipt and processing of improperly addressed correspondence. FAX documents will not be accepted. Applications are not to be mailed in U.S. Government "For Official Use Only" postage and fees paid envelopes. Individuals submitting applications material using U.S. Government, "Official Use Only" postage and fees paid envelopes will not receive consideration under the vacancy announcement. Applications will become part of the vacancy announcement case file and will not be returned to the applicant. Acknowledgment of receipt will be sent to all applicants.

The Financial Crimes Enforcement Network (FinCEN) provides reasonable accommodations to applicants with disabilities on a case-by-case basis. Applicants should notify the point of contact on this vacancy announcement if a reasonable accommodation is needed for any part of the application and hiring process.

**The Financial Crimes Enforcement Network (FinCEN) is an Equal Opportunity Employer. All candidates will be considered regardless of their race, color, religion, sex, national origin, age, sexual orientation, protected genetic information, status as a parent, lawful political affiliation, marital status, physical/mental disability (if not a job factor), membership or non-membership in an employee organization, or any other non-merit factor.**